



Daphne Utilities

APPROVED MINUTES

Utilities Board Meeting

City of Daphne Council Chambers ♦ November 3, 2010 ♦ 5:00 p.m.
(October 2010)

I. CALL TO ORDER

The November 3, 2010 (October 2010) regular Board meeting for the Utilities Board of the City of Daphne was held and called to order by Chairman Robert Segalla, at 5:03 p.m.

II. ROLL CALL

Members Present:

- Robert Segalla, Chairman
- Ron Scott, Vice Chairman
- Lon Johnston, Secretary/Treasurer
- Fred Small, Mayor
- Fenton E. Jenkins

Others Absent:

Others Present:

- Jerry Speegle - Board Attorney
- Rob McElroy - General Manager
- Danny Lyndall - Operations Manager
- Teresa Logiotatos - Finance Manager
- Deloris Brown - Human Resources Manager
- Drew Klumpp - Administrative Services Manager
- Lori Scharles - Executive Assistant
- Melinda Immel - Volkert & Associates
- Tim Patton - Volkert & Associates
- Ray Moore - HMR
- Doug Bailey - HMR

Others Absent:

III. PLEDGE OF ALLEGIANCE

The Chairman led the Board and meeting attendees in the Pledge of Allegiance.

IV. APPROVAL OF MINUTES

a. ***Utilities Board Minutes from August 25, 2010:***

The Chairman inquired if there were any corrections noted for the Minutes from the August 25, 2010, Utilities Board meeting. Mr. Johnston requested a grammatical error be corrected under item VII. Board Attorney's Report.

MOTION BY Lon Johnston to approve the Minutes for August 25, 2010; Seconded by Ron Scott.

AYE: JOHNSTON, SEGALLA, SCOTT, JENKINS, SMALL ABSENT: ABSTAIN: MOTION CARRIED

V. Old Business

a. ***Central Services Building (Property Investigation) – Update***

Rob McElroy informed the Board that the building design layout is continuing.

b. ***Spanish Fort Sewer Franchise issues***

Mr. McElroy had no new updates.

c. ***19 Acres - Daphne Utilities property***

Mr. McElroy had nothing new to add to this report. Mr. Scott asked if any progress has been made between Mr. Speegle and Mr. Ross. Mr. Speegle explained that he has been contacting Mr. Ross regarding properties between the City of Daphne and Daphne Utilities. Mr. Scott stated that it should be priority and finalized this off list.

d. ***Items in Abeyance:***

1. ***Gas Franchise Agreement*** – No current information was reported.

2. ***Sewer Only Cutoff Policy*** – Chairman Segalla asked about the letters that were to be sent out and if any physical action had taken place. Drew Klumpp advised that one customer has had his door tagged, and additional letters were forwarded to Mr. Speegle's office for distribution.

VI. New Business

a. ***2011 Daphne Utilities Board Meeting Dates*** – supplied for informational purposes only.

b. ***Election of Utility Board Officers***

Chairman Segalla called for nominations for officers for the Utilities Board of the City of Daphne.

MOTION BY Lon Johnston to nominate Robert Segalla for the position of Chairman for the Utilities Board of the City of Daphne.

MOTION BY Mayor Fred Small to nominate Fenton Jenkins for the position of Chairman for the Utilities Board of the City of Daphne.

A vote was called for the Robert Segalla nomination: Jenkins, Johnston, Segalla

A vote was called for the Fenton Jenkins nomination: Scott, Small

The vote was 3 to 2 in favor of Robert Segalla as Chairman of the Utilities Board for the City of Daphne.

MOTION BY Ron Scott to nominate Fenton Jenkins for the position of Vice Chairman for the Utilities Board of the City of Daphne.

Motion by Robert Segalla to nominate Ron Scott for the position of Vice Chairman for the Utilities Board of the City of Daphne.

A vote was called for the Fenton Jenkins nomination: Jenkins, Johnston, Scott, Small

A vote was called for the Ron Scott nomination: Segalla

The vote was 4 to 1 in favor of Fenton Jenkins as Vice Chairman of the Utilities Board for the City of Daphne.

MOTION BY Ron Scott to nominate Lon Johnston for the position of Secretary/Treasurer for the Utilities Board of the City of Daphne.

***MOTION BY Lon Johnston to nominate Ron Scott for the position of Secretary/Treasurer for the Utilities Board of the City of Daphne;
Mr. Scott refused the nomination.***

A vote was called for the Lon Johnston nomination: Jenkins, Johnston, Scott, Segalla, Small

The vote was all in favor of Lon Johnston as Secretary/Treasurer of the Utilities Board for the City of Daphne.

The new officers for the Utilities Board of the City of Daphne for 2010/2011 were stated as:

Chairman	Robert Segalla
Vice Chairman	Fenton Jenkins
Secretary/Treasurer	Lon Johnston

VII. BOARD ATTORNEY'S REPORT

Mr. Speegle had nothing further to add to his report.

VIII. FINANCIAL REPORT

Teresa Logiotatos reviewed with the Board the financial report for the end of the fiscal year. After discussing how the capital items can be

presented in the financials, it was decided to include a separate line item in the monthly Financial Summary.

MOTION BY Lon Johnston to approve the 2010/2011 Proposed Budget as presented; Seconded by Fenton Jenkins.

AYE: JENKINS, JOHNSTON, SCOTT, SEGALLA, SMALL

NAY:

MOTION CARRIED

IX. GENERAL MANAGER'S REPORT

a. GM Report

Mr. McElroy informed the Board of an outstanding tour of the Wastewater Treatment Plant by the Girl Scouts. He updated and presented to the Board the award for the Winning Workplaces by Inc. Magazine.

Deloris Brown updated the Board regarding upcoming evaluations.

b. Operations Report

Nothing further was added to the Operations Report. At the Chairman's request, Mr. Lyndall shared with the Board his experiences at the Winning Workplaces Leadership conference.

Melinda Immel of Volkert & Associates had nothing further to add to her report.

Doug Bailey from HMR updated the Board on the Highway 64 South Sewer project.

X. BOARD ACTION –

A. Election of Utility Board Officers – Previously addressed.

B. Vote on 2010–2011 Budget – Previously addressed.

C. Vote on Daphne Utilities Employee – Handbook of Rules, Policies and Procedures

Deloris Brown recapped for the Board that the Handbook was previously distributed and comments were solicited, however none were received therefore the Handbook is now presented to the Board for approval. Chairman Segalla expressed his displeasure of the wording on Page 21 of the Handbook relative to “or (b) pay the employee at his or her then current rate of pay for each hour in excess of the one-half allowable carryover hours allowed to be carried over into the next calendar year”, and requested it be deleted.

Chairman Segalla also recommended that on Page 15 of Step 5 Termination that the time allowed for an employee to request a review of the corrective action be lengthened to allow for requests that occur on Friday to be addressed on Monday. Mrs. Brown noted the recommendation and stated that it would be changed.

MOTION BY Lon Johnston to approve the Employee Handbook of Rules, Polices and Procedures with the deletion of “or (b) pay the employee at his or her then current rate of pay for each hour in excess of the one-half allowable carryover hours allowed to be carried over into the next calendar year”, as written on Page 21; Seconded by Mayor Fred Small.

AYE: JENKINS, JOHNSTON, SCOTT, SEGALLA, SMALL ABSENT: ABSTAIN: MOTION CARRIED

XI. **PUBLIC PARTICIPATION** – None

XII. **BOARD COMMENTS** – None

XIII. **ADJOURNMENT**

MOTION BY Lon Johnston to adjourn the meeting. Seconded by Ron Scott.

AYE: JENKINS, JOHNSTON, SCOTT, SEGALLA, SMALL ABSENT: ABSTAIN: MOTION CARRIED

The meeting adjourned at 5:47 p.m.